

Committee: Cabinet

Agenda Item

Date: 15 January 2015

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Title: **Saffron Walden Park and Ride scheme
(Saffron Walden County High School)**

Portfolio Holder: Cllr Susan Barker, Portfolio holder for Environmental Services

Key decision: Yes

Summary

1. From Monday 12 January the council's 305 space town centre car park at Faircroft Road will not be available whilst it is reconstructed as part of Waitrose's development to extend its retail store.
2. Swan Meadow car park has sufficient capacity to accommodate displaced parking demand on most days of the week, but on Saturdays it is proposed to provide additional capacity for shoppers, visitors and other people with business in the town centre. The County High School has agreed to make its Gold Zone car park adjoining Saffron Hall available for general public use. Transport is being organised to ferry people between the Gold Zone and Hill Street.

Recommendations

3. Cabinet approves the implementation of a park and ride scheme for a six month period as set out in this report.
4. The revenue costs of up to £20,000 are met by the Strategic Initiatives Fund.

Financial Implications

5. There is currently no revenue budget provision for this arrangement. The school is not charging the council for the use of its facilities, but there are stewarding costs to assist users with advice, and costs in providing transport between the car park and the town centre and return. Provision for revenue costs of up to £20,000 is expected to be sufficient. This can be found from the Strategic Initiatives Fund.

Background Papers

6. The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report.

None

Impact

- 7.

Communication/Consultation	The service will need to be publicised and signed to make potential users aware of the facility.
Community Safety	
Equalities	The availability of (a) low access vehicle(s) is being explored
Health and Safety	
Human Rights/Legal Implications	Operator Licensing Requirements are being investigated. It is anticipated that if private hire vehicles licensed by the council are used, the arrangement will not need to be registered as a bus service. Vehicles constructed or adapted to carry more than 8 passengers plus the driver fall outside the definition of PHVs and cannot be so licensed. Public use of the car park is covered by the school's public liability insurance.
Sustainability	
Ward-specific impacts	Saffron Walden wards and surrounding catchment
Workforce/Workplace	Stewarding staff will need to be recruited

Situation

8. The Gold Zone car parking at the County High School is available. It is a good standard of facility with 101 marked spaces. These would be available for public use on Saturdays from Saturday 17 January for six months whilst the Faircroft road car park is reconstructed. The car parking would be available between 0900 and 1500.
9. It is proposed to provide a taxi minibus shuttle from the car park to Hill Street initially and potentially a low floor accessible midibus once the service has been registered with the Traffic Commissioners as a local bus service. A private hire vehicle cannot have a capacity of more than 8 passengers plus the driver.
10. The taxi shuttle/ bus will be free to users.
11. Stewards will be required at the Gold Zone car park and possibly at the Hill Street pick up point to help and advise users.

Risk Analysis

12.

Risk	Likelihood	Impact	Mitigating actions
Demand exceeds taxi/ bus shuttle capacity, or the facility is under used	2 Demand is unknown at present as, despite measures to continue to attract customers, they may modify their shopping patterns.	2 Waiting for transport may be necessary	Monitor demand

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.